



***LCE*Express**

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Pole Barns, Sheds, Pools or Ponds Checklist

This checklist will assist you in creating a site plan if you would like to add items such as a Barn, Garage, Shed, Pool, Pond.

Plan Requirements

- North Arrow
- Verification of approval from other Jurisdictions having authority.
- The total disturbed area of the work. Disturbed area is any area that is impacted by construction.
For example, A 40ft x 60ft barn will typically have a disturbed area 2-3 times larger than the area of the barn
So: 40x60=2400sf. Total disturbed is 4800sf – 7200sf.
- Show new work and label it as proposed. For example: “Proposed Barn”
- Show current features of your property and label them existing. For example: “Existing House”, “Existing Driveway”
- Show location of proposed development work by providing distance from property lines and/or existing buildings.
- Show location and size of all related work. Such as driveways, walkways, drainage systems, swales or ditches.
- Indicate proposed building finished floor elevation.
- Off site grading information may be needed for the LCEO to determine if/how drainage will impact a nearby property.
- Show buildings on neighboring parcels that are near the property line.
- Show proposed grading anywhere there is a change to the ground. For example, show where the grading that slopes away from the barn will match the existing ground grading. Show new permanent mounds. Show new swails or ditches.
- Show new drainage systems such as underground piping or yard inlet drains.
- Show grading information on related work such as driveways, walkways or patios.
- Drainage Arrows: Once you have determined the proposed grading on your plan for all items above. Provide drainage arrows that show drainage flow from the new development.
Note that drainage cannot impact nearby parcels and should be supported by proposed grading information. So your arrows cannot point toward a neighboring property
- Floodplain: if your property is within the floodplain you will need to show where the development work will be in relation to the floodplain.

*** This checklist is strictly for assistance. It provides the most common requirements for the common development type indicated in the title. You may need to provide additional information to meet requirements if requested by the LCEO. You may need to consult a professional engineer to assist you.**

Helpful Notes:

Proposed Grade and Finish Floor Elevation (FFE):

In typical construction practice, structures are raised above the current ground level. The terms refer to how high the ground or floor will be once you are done. This can typically be based off of the current ground level. For example, barn with a concrete slab floor will commonly have a finish floor elevation of 4 inches above existing grade (+4”). Your concrete contractor or pole barn installer should be able to provide this information for you.

Jurisdictions having authority:

The following is a list of Jurisdictions having authority that you may need to contact.

- Township Zoning
- USACE: See 404 Permit requirements
- OEPA: See 401 Permit Requirements
- ODOT District 2 for State Roads
- Maumee River Conservancy District Permit
- Reno Beach/Howard Farms Conservancy District Permit